

**National
Endowment
for the Arts**



**Application
Guidelines
Fiscal Years
1989 and 1990**

89/90 Fellowships Visual Arts

Visual Artists Fellowships Application Calendar

Fellowship Area	Application Postmark Deadline	Announcement of Grant Award or Rejection	Earliest Fellowship Beginning Date
FELLOWSHIP AREAS OFFERED IN 1989			
New Genres (formerly "Conceptual/ Performance/ New Genres" and "Video")	Jan. 17, 1989	Sept. 1989	Oct. 1989
Painting	Feb. 1, 1989	Sept. 1989	Oct. 1989
Works on Paper (including "Printmaking/ Drawing/ Artists Books")	Mar. 15, 1989	Sept. 1989	Oct. 1989
FELLOWSHIP AREAS OFFERED IN 1990			
Photography	Jan. 25, 1990	Sept. 1990	Oct. 1990
Sculpture	Feb. 15, 1990	Sept. 1990	Oct. 1990
Crafts	Mar. 15, 1990	Sept. 1990	Oct. 1990

LATE APPLICATIONS WILL BE REJECTED.

Individuals may apply only **ONCE**, and in only **ONE FELLOWSHIP AREA**, for **ANY** of the 1989-90 deadlines listed above. Applications must be postmarked no later than the appropriate deadline date indicated above. Each fellowship area is offered every two years. **Please note the calendar year in which your fellowship area is offered.**

Please do not seek information on the status of your application before the announcement date for your area noted above.

You may also wish to contact your state or regional arts agency for information regarding other funding opportunities for visual artists. Please note, however, that some agencies are prohibited by law from awarding grants to individuals.

If your address changes between the application deadline and the announcement date, send a standard change-of-address (U.S. Postal Service) card with your full application number to the Visual Arts Program.

The Visual Artists Fellowships category has changed significantly from previous years. Please read this booklet carefully. If you have questions, we can be reached at:

Visual Arts Program/Fellowships, Room 729
National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506
202/682-5448 (Voice/TDD 202/682-5496)

The National Endowment for the Arts, an independent agency of the Federal Government, was created in 1965 to encourage and assist the nation's cultural resources. The Endowment is advised by the National Council on the Arts, a presidentially appointed body composed of the Chairman of the Endowment and 26 distinguished private citizens who are widely recognized in their expertise or interest in the arts. The Council advises the Endowment on policies, procedures, and programs, in addition to making recommendations on grant applications.

Statement of Mission National Endowment on the Arts

Preamble

Throughout the ages, man has striven to go beyond the limits of the immediate physical world to create that which was not there before and thus nourish the human spirit. Our first record of man's perception of the world around him was through art scratched on cave walls, carved in stone, or modeled in clay. Man's need to make, experience, and comprehend art is as profound as his need to speak. It is through art that we can understand ourselves and our potential. And it is through art that we will be understood and remembered by those who will come after us.

This nation's governance is based on our people's commitment to freedom of imagination, thought, and expression. Our many aesthetic and cultural traditions are precious to us—for the rich variety of their beauty and as a symbol of the diverse nature of the United States.

Primary support for the arts has always come directly from the people of this nation: artists in localities all across the country who create and sustain the arts and contributors who support the arts out of conviction and as a matter of civic and regional pride.

It was in this context that the National Foundation on the Arts and the Humanities Act was enacted in 1965. The Congress found that "the encouragement and support of national progress and scholarship in the humanities and the arts, while primarily a matter of private and local initiative, is also an appropriate matter of concern to the Federal Government . . ."

Mission

The mission of the National Endowment for the Arts is:

- To foster the excellence, diversity, and vitality of the arts in the United States and
- To help broaden the availability and appreciation of such excellence, diversity, and vitality.

In implementing its mission the Endowment must exercise care to preserve and improve the environment in which the arts have flourished. It must not, under any circumstances, impose a single aesthetic standard or attempt to direct artistic content.

Implementation

Who: The Endowment assists individual artists; those who act on behalf of artists or audiences; organizations whose primary intention is artistic or educational; and state and local arts agencies. Demonstrated or potential excellence and capacity to conceive, develop, or present a work of art are primary criteria.

**Statement of Mission
National Endowment for the Arts,
continued**

What: Endowment activities:

- Demonstrate national recognition of the importance of artistic excellence.
- Provide opportunities for artists to develop their talents.
- Assist in the creation, production, presentation/exhibition of innovative and diverse work that has potential to affect the art form and directly or indirectly result over time in new art of permanent value.
- Assure preservation of our cultural heritage.
- Increase the performance, exhibition, and transmission of art to all people throughout the nation.
- Deepen understanding and appreciation of the arts among all people nationwide.
- Encourage serious and meaningful art programs as part of basic education.
- Stimulate increasing levels of nonfederal support of the arts.
- Improve the institutional capacity of the best of our arts organizations to develop, produce, present, and exhibit bold and varied fare.
- Provide information about the arts, their artistic and financial health, and the state of their audiences.

How: The Endowment, in conjunction with private and public partners, carries out its mission through grants programs and a wide range of leadership and advocacy activities. The Endowment also serves as a national forum to assist in the exchange of ideas and as a catalyst to promote the best developments in the arts and education about them. The Endowment's grants programs include individual, project, and longer term institutional support.

Endowment decision-making is guided by peer panel review and the National Council on the Arts and by additional advice from the artistic fields and their public and private supporters. The Endowment works closely with its public partners (the state and local arts agencies) to reflect regional, state, and local perspectives and assist cooperation in implementation of government arts support programs. The Endowment's programs are aimed at benefiting all people of this nation regardless of sex, race, creed, national origin, handicap, age, or habitat.

Information about the Endowment and its programs is contained in Guide to the National Endowment for the Arts, which is available from:

Public Information Office, Room 803
National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506
202/682-5400
Telecommunications Device for Deaf People 202/682-5496

Visually or leaning impaired people may obtain assistance in acquiring a cassette recording of these or any other Endowment Program's guidelines and the Guide to the National Endowment for the Arts by writing or calling:

Office for Special Constituencies, Room 605
National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506
202/682-5532
202/682-5496 Voice/TDD

Please specify which publication (e.g., the Guide to the National Endowment for the Arts or a specific Program's current guidelines) you wish to have recorded.

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The Visual Arts Program assists individuals of exceptional talent working in a wide range of styles and media. It also awards matching grants to visual arts organizations, state and local government units, educational institutions, and other nonprofit, tax-exempt groups.

THIS BOOKLET CONTAINS FISCAL YEARS 1989 AND 1990 GUIDELINES FOR INDIVIDUALS ONLY.

In addition to Visual Artists Fellowships offered at the national level (as described in this booklet), the Endowment has developed a program of regional fellowships which now covers 44 states and the District of Columbia. Visual artists residing in participating regions who have not received an Arts Endowment fellowship are eligible to apply for regional fellowships in fellowship areas other than those offered by the Endowment's national fellowships program during that same year. For more information, you may wish to contact the Visual Arts Program at the Arts Endowment or the appropriate regional arts organization listed below:

ARTS MIDWEST
528 Hennepin Ave., #310
Minneapolis, MN 55403
612/341-0755

IL, IN, IA
MI, MN, ND,
OH, SD, WI

MID-AMERICA ARTS ALLIANCE
20 West Ninth St., #550
Kansas City, MO 64105
816/421-1388

AR, KS, MO
NE, OK, TX

MID ATLANTIC ARTS FOUNDATION
11 East Chase Street, Suite 1-A
Baltimore, MD 21202
301/539-6659

DE, DC, MD
NJ, NY, PA
VA, WV

SOUTHERN ARTS FEDERATION
1401 Peachtree St., NE, #122
Atlanta, GA 30309
404/874-7244

AL, FL, GA
KY, LA, MS,
NC, SC, TN

WESTERN STATES ARTS FEDERATION
207 Shelby St., Suite 200
Santa Fe, NM 87501
505/988-1166

AK, AZ, CA, CO
HI, ID, MT
NV, NM, OR
UT, WA, WY

By the time these guidelines are printed, other states may be covered by the regional fellowships program. Please call the Visual Arts Program at 202/682-5448 for further information.

The Endowment also offers international exchange fellowships to a limited number of artists each year. For more information, see page 13.

The Visual Arts Program also offers support to organizations through its Visual Artists Organizations, Visual Artists Forums, Art in Public Places, and Special Projects categories. Brief descriptions of these categories can be found under Other Programs of Interest on page 11. Detailed information and application instructions are contained in a separate guideline booklet, "VISUAL ARTS/GRANTS TO ORGANIZATIONS," available from the Visual Arts Program.

The Visual Artists Fellowships category has changed significantly from previous years. Please read this booklet carefully. If you have questions, we can be reached at:

Visual Arts Program, Room 729
National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506
202/682-5448

Application Review

After the Visual Arts Program staff has checked applications for completeness, the appropriate Visual Arts Panel, a rotating committee of experts in the appropriate visual arts field, reviews them. Following panel review, the National Council on the Arts makes recommendations to the Chairman of the National Endowment for the Arts for final decision. Applicants are then notified.

Please do not seek information on the status of your application. You will be notified in accordance with the Application Calendar inside the front cover of these guidelines.

When notified of receipt of a fellowship, applicants may request full or partial payment. Details will accompany the grant award letter.

Visual Artists Fellowships

Grants in this category encourage the creative development of professional artists, enabling them to pursue their work.

Eligibility

Visual Artists Fellowships are available to practicing professional artists of exceptional talent and demonstrated ability working in a wide variety of visual media: painting, sculpture, photography, crafts, printmaking, drawing, artists books, video, performance, conceptual, and new genres.

Applicants must be United States citizens or permanent residents of the U.S.

Over the past several years, the Endowment has received an average of 5,000 Visual Artists Fellowships applications a year. Only about five percent of these applications have been funded per year. Competition is intense. Individuals should be aware that work submitted is reviewed in a rigorous professional context. See also "We Do Not Fund" and "Review Criteria" below.

To be eligible for support, former grantees must have submitted required Final Report packages for all completed grants from any Arts Endowment Program since (and including) Fiscal Year 1984. Such reports not yet sent to the Endowment must be mailed immediately to the Endowment's Grants Office/Final Reports Section. Do not include Final Reports as part of your new application package. See also "Final Reports" on page 7 for important information.

We Do Not Fund

- Students pursuing graduate or undergraduate degrees.
- Non-professionals who engage in artwork as a hobby.
- Artists who received a fellowship of \$15,000 or \$25,000 from the Visual Arts Program in 1985/86 or 1987/88.

Review Criteria

In reviewing applications, panelists consider the following:

- Quality of applicant's work as demonstrated by visual documentation submitted. (See requirements on page 9.)
- Record of professional activity and achievement as reflected on the application form and/or by accompanying materials submitted.
- Evidence, based on the two factors cited above, that the applicant's work reflects continued, serious, and exceptional aesthetic investigation and will be at a critical point of development during the proposed fellowship period.

Grant Amounts

Fellowships will be awarded, based on the review criteria stated above, for \$20,000 and \$5,000.

Please review this calendar carefully. Individuals may apply only **ONCE**, and in only **ONE FELLOWSHIP AREA**, for **ANY** of the 1989–90 application deadlines listed below. Select the application date for the area which corresponds most accurately to your work.

The fellowship areas are intended to be broadly inclusive of the media in which most visual artists work. The area definitions are not rigid and some overlap will occur (e.g. between “crafts” and “sculpture,” or “painting” and “works on paper”). Each area has a separate review panel whose members have primary expertise in that area. Applicants should select the one fellowship area that most closely corresponds to the nature of their work. Book artists should see the Note under “Special Application Requirements,” page 9.

Each fellowship area is offered every two years. Please note the calendar year in which your fellowship area is offered. If you have questions, please call or write us. We can be reached at:

Visual Arts Program/Fellowships, Room 729
National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506
202/682-5448

All applications must be postmarked no later than the appropriate deadline indicated below. For additional information, see the Application Calendar inside the front cover of these guidelines. **Late applications will be rejected.**

Fellowship Area	Application Postmark Deadline
FELLOWSHIP AREAS OFFERED IN 1989	
New Genres (formerly “Conceptual/Performance/New Genres” and “Video”)	January 17, 1989
Painting	February 1, 1989
Works on Paper (including “Printmaking/Drawing/Artists Books”)	March 15, 1989
FELLOWSHIP AREAS OFFERED IN 1990	
Photography	January 25, 1990
Sculpture	February 15, 1990
Crafts	March 15, 1990

Final Reports

At the end of the grant period, the Endowment requires Final Report packages from all grantees. If you receive a grant, complete instructions on final reporting will accompany the grant letter.

Grantees who have failed to submit the required Final Report packages for previous grants from any Arts Endowment Program since (and including) Fiscal Year 1984 are not eligible for subsequent funding. Any Final Reports not previously submitted should be mailed immediately to:

Grants Office/Final Reports Section, Room 204
National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506

Do not include Final Reports as part of your new application package.

The Internal Revenue Code provides that the full amount of a Fellowship grant is taxable to its recipient. If you have any questions about your own income tax liability, you should contact the Internal Revenue Service or your tax counsel.

How to Apply

An individual may submit only one application in this category. If your work involves more than one fellowship area as outlined above, select the one most relevant to your overall concerns, e.g., painting, sculpture, drawing, new genres, etcetera. All applicants **must** indicate **only one fellowship area** on the application form and on the white cards on the back cover of these guidelines. Your work will be reviewed by a panel of artists and arts professionals who work in this area.

Fellowship applicants must send the following materials **in one package** to:

Information Management Division/VA, 8th floor
(Visual Artists Fellowships/Area in which you are applying)
National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506

- 1. **Three copies** of the individual Grant Application Form NEA-2 (Rev.) on pages 15-16 of these guidelines. One copy submitted must be the typed or clearly printed original; the other two should be clear photocopies. Do not photocopy your signature; sign each copy. Be sure to keep an additional copy for your own records.

Under "Period of support requested," the time span may not start before the Earliest Fellowship Beginning Date shown for your area on the Application Calendar (see inside front cover). The fellowship period generally lasts for one year.

Please note that no project description is called for on the application form.
Applications are reviewed on the basis of visual documentation and other supplementary materials as noted below.

- 2. Visual documentation and other supplementary materials as outlined in Special Application Requirements below.
- 3. The completed application acknowledgment and other cards which appear on the back cover of these guidelines. All three cards must be filled in with complete information.

Reminder: In order to be eligible for funding, former grantees must have submitted required Final Report packages for all completed grants from any Arts Endowment Program since (and including) Fiscal year 1984. Final Reports should not be included in the application package. Any reports not yet submitted must be mailed immediately to:

Grants Office/Final Reports Section, Room 204
National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506

Special Application Requirements

Your application package must include visual documentation of your work and other materials as outlined below for your fellowship area. **Please read this section carefully.**

Incomplete applications or applications not conforming to the application requirements will not be reviewed by the panel.

Painting, sculpture, photography, crafts, and works on paper applicants must submit visual documentation as instructed on the next page. **New genres applicants only should submit visual documentation as instructed on page 10.**

Special Application Requirements for Painting, Sculpture, Photography, Crafts, and Works on Paper applicants

(New Genres applicants see next page)

Painting, sculpture, photography, crafts and works on paper applicants must send a set of ten slides showing work relevant to their current artistic concerns. As panel recommendation is based primarily on slide review, we urge you to pay special attention to the quality and relevance of the slides you submit.

Applicants must also submit a list of the ten slides, typed on a single 8 1/2" × 11" page. Your name, address, and the fellowship area under which you are applying must be included on this page. For each slide on this list, indicate:

- Slide number (1 through 10).
- Medium of work (e.g., oil on canvas).
- Size in inches of work (height × width × depth).
- Date of work.
- Title of work (if applicable).

You may also include on this same page a brief statement about the work submitted. This statement is optional, and its omission will not affect the status of your application.

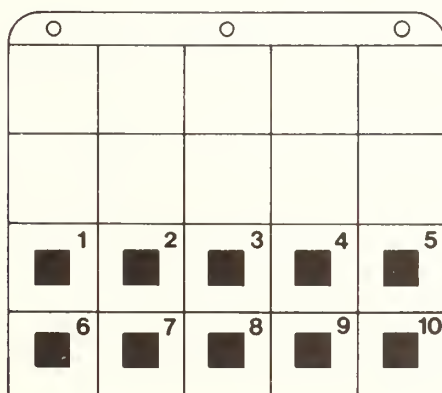
NOTE: Artists books applicants may supplement the required ten slides with no more than one sample of an actual book, in either published or mock-up form. Do not send originals or one-of-a-kind books as the Arts Endowment cannot be responsible for handling original work. **Book artists may apply to any one of the fellowship areas and should select the area which most closely corresponds to the nature of their work.**

How to Submit Slides

All slides should be 35mm size and must be in 2" × 2" mounts for Carousel projection. Slides must be placed in a 9" × 11" clear plastic file sheet for safe handling. You should retain your original slides and send duplicates with your application. **Do not submit glass mounted slides.**

Slides will be projected in two groups of five slides, left to right: slides 1–5 simultaneously, followed by slides 6–10. Close-up shots showing details of your work may be included in the ten slides. To insure that your slides are projected in the order you prefer, label each slide as follows, and refer to the diagram below when arranging your slides in the slide file sheet:

- "TOP" or ▲. (The top of the work shown must be at the top of the slide when in the sleeve.)
- Name of artist. (Do not use initials; use same name as on application form.)
- Slide number (1–10 per sample below).



Do not use masking tape or other thick tape to label slides.

Every effort will be made to return slides. However, the Endowment cannot be responsible for any damage or loss that may occur during handling or shipping.

APPLICATIONS NOT ACCOMPANIED BY SLIDES AS REQUESTED WILL BE CONSIDERED INCOMPLETE AND WILL NOT BE REVIEWED BY THE PANEL.

Special Application Requirements for New Genres applicants only

New genres applicants only must submit **documentation of their work**, in whatever form is most appropriate: e.g., slides, tapes, accompanying text. You must prepare a presentation of organized documentation material(s) for panel review. As panel recommendation is based primarily on this presentation, we urge you to pay special attention to its clarity, brevity, and ability to accurately illustrate the nature of your work. Historically the new genres area has supported a wide range of artistic activity; however, the work submitted must be based primarily in the visual arts.

Applicants must also submit a description-of-work documented. This statement should be typed on a single 8 1/2" × 11" page. It should briefly describe the work you have documented, referring specifically to your visual presentation. The statement should also inventory your documentation materials, indicate when they occur in the presentation, and provide information on how to present them (see instructions below).

How to Submit Documentation

Materials submitted as documentation must be prepared according to the following instructions. Using primarily one form of documentation may streamline your presentation; if a mix of materials is used, it must be clearly indicated on the description-of-work documented.

- Slides should be 35mm size and must be in 2" × 2" mounts for Carousel projection. Slides must be placed in a 9" × 11" clear plastic slide file sheet for safe handling. Each slide must be numbered and labeled with the artist's name. (Do not use initials; use same name as on application form.) Do not use masking tape or other thick tape to label slides. You should retain your original slides and send duplicates with your application. **Do not submit glass mounted slides.** Arrange the slides in the sequence you prefer for your presentation. Each slide must be listed on the description-of-work in its numbered order. (Where appropriate, you may indicate "slides 1–5," for example, to designate a group of slides showing different views of one work or an excerpt from a non-static work.) The works to which the slides refer may be described in a few lines, numbered and typed on the description-of-work next to the appropriate slide(s).
- Tapes must be labeled with the artist's name, address, and "FY 89 Visual Arts Program" on both the container and the tape. Videotapes must be 3/4", VHS, or "Beta" cassette size. Audiotapes should be standard audio cassette size. Send copy tapes only. Total time of presentation may not exceed ten minutes. Cue tape to starting point of the segment that you want reviewed. Also explain in your description-of-work documented the content of the segment. If more than one segment is to be reviewed, clearly indicate content of all segments, where they are on the tape, and cue the tape to the first segment.
- Accompanying text and other forms of documentation should be individually labeled with the artist's name, address, and "FY 89 Visual Arts Program." They may be no larger than 11" × 14" size. List each item on the description-of-work; work shown may be described in a few lines on the description.

NOTE: when applying as an individual with documentation of work done collaboratively, clearly indicate your role in the collaboration.

Should you have any questions please call the Visual Arts Program/Fellowships at 202/682-5448.

Every effort will be made to return slides, tapes, and other documentation. However, the Endowment cannot be responsible for any damage or loss that may occur during handling or shipping.

APPLICATIONS NOT ACCOMPANIED BY VISUAL DOCUMENTATION MATERIALS AS REQUESTED WILL BE CONSIDERED INCOMPLETE AND WILL NOT BE REVIEWED BY THE PANEL.

Other Programs of Interest

Overall information about the Endowment and its program is contained in Guide to the National Endowment for the Arts, available from the Endowment's Public Information Office.

Those programs which may be of particular interest to individuals involved in the visual arts field are described briefly below. For further information, call the number provided or write:

_____(Appropriate Program Name)
National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506

Visual Arts/Grants to Organizations

The Visual Arts Program provides support to organizations that serve visual artists through the categories outlined below. (202/682-5448)

The Visual Artists Organizations category supports organizations which encourage individual artistic development, experimentation, and dialogue between visual artists and the public. The organizations' primary purpose is to serve visual artists and assure them an integral role in policy development and programming. Priority will be given to organizations that provide fees to artists and whose programs are of national or regional significance. Support is available for a variety of programs, including exhibitions, access to working facilities, and services.

The Visual Artists Forums category supports projects that promote discourse regarding the visual arts and are of regional or national significance. Funding is available for visiting artist programs, conferences, symposia, and non-commercial publications that contribute to the national dialogue on contemporary art.

The Art in Public Places category offers support for projects designed to make the best contemporary art accessible in public places and to provide new challenges and opportunities for living American artists of exceptional talent and achievement. Public art projects focusing on newly created work as permanent features of public sites and planning activities or short-term projects designed to explore the potential of public art projects are eligible.

The Special Projects category is designed to respond to new and creative ideas that will have a broad impact on the visual arts field and are not eligible under the other categories described above. Only a very limited number of projects of national or regional significance will be supported.

Arts in Education

The Arts in Education Program is designed to advance the arts as a part of basic education through cooperative planning and programming by Federal, state, and local arts, arts education, and education agencies, organizations, and personnel. For more information, contact your state arts agency or the Endowment's Arts in Education Program. (202/682-5426)

Dance

The Dance Program offers assistance to individuals and nonprofit organizations involved in dance. Individual choreographers are assisted through direct fellowships and through grants to professional dance companies and dance presenters. (202/682-5435)

Design Arts

The Design Arts Program supports a variety of projects in architecture; landscape architecture; urban design, historic preservation, and planning; interior design; industrial design; graphic design; and fashion design. The Program offers grants to organizations and individuals. (202/682-5437)

Expansion Arts	The Expansion Arts Program supports professionally-directed arts organizations of high artistic quality which are deeply rooted in and reflective of the culture of a minority, inner-city, rural, or tribal community. (202/682-5443)
Folk Arts	The Folk Arts Program supports the presentation and documentation of traditional arts and artists. (202/682-5449)
Inter-Arts	The Inter-Arts Program assists arts projects and organizations which involve two or more arts disciplines and have national or regional impact. This includes presenting organizations, artists colonies, service organizations, and interdisciplinary arts projects. (202/682-5444)
Literature	The Literature Program offers fellowships to published creative writers (including translators). It also supports residencies for published writers. (202/682-5451)
Media Arts: Film/Radio/Television	The Media Arts Program offers assistance to individuals and nonprofit organizations involved in film, video, radio, and television. (202/682-5452)
Museum	The Museum Program offers assistance for a variety of museum projects primarily of artistic significance. Special exhibitions, catalogues, and educational and other outreach projects are among the activities assisted. (202/682-5442)
Music	The Composers category of the Music Program offers fellowships to composers and creative artists, including visual artists, working with composers. Grants are also available to music performing and presenting groups and to centers for new music resources, including electronic music studios, computer centers, and other innovative facilities. (202/682-5445)
Opera-Musical Theater	The New American Works/Individuals as Producers category of the Opera-Musical Theatre Program supports independent producers, artist-producers, and producing associates. Generally, an independent or artist-producer would work outside established producing organizations; however, a producer affiliated with an organization may apply. (202/682-5447)
Theater	The Theater Program offers fellowships to playwrights, mimes, and solo performance artists. (202/682-5425)
Office for Special Constituencies	The Office of Special Constituencies assists individuals and organizations in making arts activities accessible to older adults, disabled people, and those in institutions. You may contact the office (202/682-5531 or 202/682-5496 Voice/TDD) for assistance and materials, including examples of how arts groups make their programs available to special constituencies, and model project guidelines. Copies of <u>The Arts and 504</u> (a how-to handbook for making the arts accessible to disabled people) may be obtained from the Government Printing Office, Superintendent of Documents, Washington, D.C. 20402, for \$3.75 each (specify stock number 036-000-00047-3).

Individuals with administrative experience in arts organizations (such as literary, visual, media, design, and performing arts groups, museums, foundations, and public arts agencies) may be eligible for three-month Fellowships at the Endowment's offices in Washington, D.C. Participants work as members of the Endowment's staff and attend seminars and meetings with arts leaders. They may be assigned special projects or assist in the daily activities of an Endowment program or division. Fellows become acquainted with the Endowment's policies and operations and gain a national overview of arts activities around the country.

International Exchange Fellowships

Five fellowships for work and study in Japan are awarded each year to American artists in various disciplines. Fellowships are awarded to outstanding practicing artists who show promise of becoming leaders in their field. They cover six- to nine-month residencies in Japan. (202/682-5562)

Up to ten fellowships for work and study in France are awarded each year to American artists in various disciplines and to art museum curators. Fellowships are awarded to outstanding professionals. They cover residencies of up to one year in France. (202/682-5562)

The Visual Arts Program fellowship advisory panels will recommend a limited number of artists in each fellowship area for consideration for an International Exchange Fellowship. Recommendations for an International Exchange Fellowship will not affect your application for a Visual Arts Fellowship.

Interested applicants should complete the regular Visual Artists Fellowship application form on pages 15–16 and add the phrase “US/Japan” and/or “US/France” to the top of the form. This must be submitted at the appropriate deadline for your area of work which is listed on the inside front cover. Visual artists should not complete any other forms and may not apply directly for an International Exchange Fellowship.

Please do not inquire about the status of a US/Japan or US/France recommendation. Only recommended artists will be notified.

The Visual Arts Program is continuously seeking to expand international exchange opportunities for visual artists. Please call the Program for updated information on possible programs in addition to those cited above. (202/682-5448)

**Visual Artists
Fellowships****Individual Grant Application Form NEA-2 (Rev.)**

Three copies of this form must be mailed with other required materials under one cover to:
Information Management Division/Visual Artists Fellowships (Area in which you are applying),
8th floor, National Endowment for the Arts, Nancy Hanks Center, 1100 Pennsylvania Avenue,
N.W., Washington, D.C. 20506

1. Name (last, first, middle initial)

- ☐ Mr.
☐ Ms.

2. Mailing Address

3. Phone: (home)
(work)4. Fellowship area in which you are applying:
(Check one only)

_____ new genres _____ photography
_____ painting _____ sculpture
_____ works on paper _____ crafts

5. U.S. citizenship

- ☐ Yes (Social Security Number*: _____)
☐ No (Visa Number: _____)

6.

Birth date

Place of birth

7. Period of support requested:

Starting

month day year

Ending

month day year

8. Professional background. Attach one copy of your resume or list highlights of your professional career below. In either case, be sure to complete both sides of this form.

You must provide summary information requested in 9-11 below even if the same information appears on your resume.

9. Education

Name of institution	Major area of study	Inclusive dates	Degree

10. Fellowships, grants, or awards

Name of award	Medium	Year	Amount

11. Present employment

Employer	Position/Occupation

12. Final Reports

Have you submitted required Final Report packages on all completed grants from any Arts Endowment program since (and including) Fiscal Year 1984? Yes _____ No. If no, please mail immediately, under separate cover, to Grants Office/Final Reports Section to maintain eligibility. Do not include with your application package.

13. Certification: I certify that the foregoing statements are true and complete to the best of my knowledge.

Signature of applicant _____

Date _____

BEFORE SEALING YOUR APPLICATION PACKAGE, BE SURE TO INCLUDE:

- The signed original and two signed copies of this application form.
- Visual documentation and other supplementary material as outlined in "Special Application Requirements" on pages 8-10.
- Three completed cards which appear on the back cover of these guidelines.

Have you signed all three copies of your application form?

Is your visual documentation properly labeled?

Privacy Act

The Privacy Act of 1974 requires us to furnish you with the following information:

The Endowment is authorized to solicit requested information by Section 5 of the National Foundation on the Arts and the Humanities Act of 1965, as amended. The information is used for grant processing, statistical research, analysis of trends, and for congressional oversight hearings. Failure to provide the requested information could result in rejection of your application.

Visual Arts, Room 729
National Endowment for the Arts
Nancy Hanks Center
1100 Pennsylvania Avenue, N.W.
Washington, D.C. 20506

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Visual Artists Fellowships

Please check the medium in which you work. (Check only one.)

_____ painting
_____ sculpture
_____ photography
_____ printmaking
_____ drawing
_____ artists books
_____ other _____
(specify)

crafts
_____ clay
_____ fiber
_____ glass
_____ metal
_____ paper
_____ wood
_____ other _____
(specify)

new genres
_____ video
_____ performance
_____ conceptual
_____ other _____
(specify)

cut here

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_____ other _____
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_____ video
_____ performance
_____ conceptual
_____ other _____
(specify)

FY 89/90 Visual Artists Fellowships**Application Acknowledgment Card**

All fellowship applicants must complete and return in their application package all three cards on this cover.

Please self-address the reverse side of this card before enclosing it in your application package. This card will be returned to you to acknowledge receipt of your application by the Visual Arts Program.

Endowment Use Only

Application Number— _____ Date _____
Keep this number in your files. Always include it on any correspondence with the Visual Arts Program.

----- cut here -----

Fellowship applicants should complete BOTH SIDES of this card and the one below.

FY 89/90 Visual Artists Fellowships

(Notification will be sent to this address)

Mr. ☐

*Name Ms. ☐

Last

First

Middle

Address

City

State

Zip Code

Phone (home)

/

(work)

/

Fellowship area (from #4 on the application form)

*Name must be the same as on application form NEA-2 (Rev.)

----- cut here -----

FY 89/90 Visual Artists Fellowships

(Notification will be sent to this address)

Mr. ☐

*Name Ms. ☐

Last

First

Middle

Address

City

State

Zip Code

Phone (home)

/

(work)

/

Fellowship area (from #4 on the application form)

*Name must be the same as on application form NEA-2 (Rev.)

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